

**Total Compensation Advisory Council (TCAC)**  
**Notes of the Meeting on March 28, 2008**  
**1313 Sherman Street, Room 220**  
**Denver CO 80203**

<b>Present:</b>	David Berry Barbara McBride	Audrey Newman	Patty Goodwin
<b>Guest:</b>	Kelli Chester – Denver Post		
<b>DPA:</b>	Karen Fassler David Kaye	Travis Engelhardt Kirsten Jahn-Elfton Mark Rothman	Kristi Rudy Carmen Schrimpscher

**Introductions &  
Review Notes  
March Meeting:**

Introductions were made and Council members reviewed March 2008 notes. No comments were made.

Karen noted that Vinita Biddle was scheduled to be on the agenda but was unable to attend due Benefit Plan negotiations.

**Update:  
David Kaye**

Legislative update:

- The December compensation recommendations are intact in the long bill.
- HB08-1189 – Union cannot strike (No Strike Law).
- HB08-1097 – Emergency volunteers will be receiving 15 days of paid leave. There is a slight conflict with the Red Cross leave (5 days for local), which we will run concurrently in a calendar year. The volunteer must return to work as soon as practical.

**Highlights of  
Annual Survey  
Process:  
Kristi Rudy**

Statute directs the Personnel Director to establish survey methodologies to assess prevailing compensation and to report the findings and any recommended adjustments to the Governor and JBC by August 1<sup>st</sup> of each year. The Division of Human Resources uses survey methods consistent with sound standard practice in the professional compensation field and in line with statutory pay philosophy.

The State's pay philosophy is to provide competitive total compensation to ensure recruitment, motivation, and retention. Functionally, competitive means being somewhere in the middle of the market of public and private sector employers in Colorado. The purpose of the annual compensation survey is to maintain a prevailing package of salaries (including performance rewards) and employer contributions to group benefit plans, and to provide this information for the Director's recommendation for any necessary adjustments.

Published third-party surveys are primarily used. Direct surveys are used for system maintenance studies or where sufficient data is not available in the local market. Salary administration pay practices around performance pay and salary progression within pay ranges are also reviewed. Market projections for total salary increases (market, performance, promotions, etc.) are also used.

A Meet and Confer session is held in April to allow Total Compensation Advisory Council members, employees, managers, and employee associations to provide

comment and feedback on the selection of surveys and the survey process. OSPB and JBC staff are also invited and attended this year.

**Agenda Items for  
Next Meeting:**

The next council meeting is scheduled for June 27, 2008. Members are welcome to email agenda items to [travis.engelhardt@state.co.us](mailto:travis.engelhardt@state.co.us).